



# FY2013 Kentucky Poet Laureate

**Nomination Deadline: Sept. 30, 2012**

The Kentucky Arts Council strongly encourages you to read and understand the Kentucky Crafted guidelines and instructions before accessing the online application.

Like all programs of the Kentucky Arts Council, the Kentucky Poet Laureate Program is guided by the arts council's core values. Successful nominations will embody these core values, and all nominators are strongly encouraged to read and reflect upon them before submitting a nomination.

[Core Values of the Kentucky Arts Council](#)

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## I. Guidelines

### **Program Purpose**

The purpose of the Kentucky Poet Laureate Program is to honor outstanding Kentucky writers and promote participation in the literary arts of the state.

### **Goals**

- To select, on a biennial basis, a Kentucky writer to serve as poet laureate over a two-year term
- To develop activities to honor the poet laureate
- To support the activities of the poet laureate in promoting the literary arts

### **Who May be Nominated**

Eligible nominees must meet the following requirements:

- Be a resident of Kentucky, with a long association with the Commonwealth

- Be a writer of any of the recognized literary forms, including poetry, fiction, biographical work, creative non-fiction, playwriting, etc.

## Restrictions

Past Kentucky Poets Laureate are ineligible for nomination.

## Past Poets Laureate

Joy Bale Boone, Lillie D. Chaffin, Soc Clay, Dale Faughn, James Baker Hall, Edward G. Hill, Edwin Carlisle Litsey, Jim Wayne Miller, Tom Mobley, Maureen Morehead, Sena Jeter Naslund, J.T.C. Noe, Gurney Norman, Agnes O'Rear, James H. Patton, Jr., Lee Pennington, Louise Scott Phillips, Henry E. Pilkenton, Paul Salyers, James Still, Jesse Hilton Stuart, Joe Survant, Richard Taylor, Jane Gentry Vance, Lowell Allen Williams

## Who May Nominate

Kentucky Poet Laureate nominations may come from an individual or organization within or outside of Kentucky.

## Program Description

The Kentucky General Assembly established the Kentucky Poet Laureate position in 1991. The Governor appoints the poet laureate for a two-year term. The word *poet* in the position's title is interpreted in its broadest sense to include people whose accomplishments are in any of the recognized literary forms, including poetry, fiction, biographical work, creative non-fiction, playwriting, etc.

The Kentucky Poet Laureate's minimum duties over the two years of office are:

- To make a presentation at the annual Kentucky Writers' Day on April 24
- To promote the literary arts in Kentucky through readings of his or her work at meetings, seminars and conferences across the state

The Kentucky Poet Laureate holds the position from Jan. 1, 2013 to Dec. 31, 2014, and will serve without salary. The Kentucky Poet Laureate receives a \$5,000 honorarium to cover travel expenses during the two-year term.

## Performance Expectations

Nominations will be assessed using the following performance expectations:

- Publication of a written body of work that is informed by living in Kentucky
- Critical acclaim for the work's high degree of creativity and clarity of form and style as demonstrated by the receipt of special honors, awards and other forms of recognition

- Capacity to promote the literary arts in Kentucky through readings and/or public presentations at meetings, seminars, conferences and other programs across the state, including Kentucky Writers' Day

You may wish to refer to the [Committee Assessment Sheet](#) to better understand how your nomination will be evaluated.

## Program Support

The Kentucky Arts Council will offer the following support to ensure that program standards and goals are met:

- Consultation regarding nomination eligibility, details of the nomination form and attachments, etc.
- Review of draft nominations submitted at least two weeks prior to the nomination deadline

## How to Make a Nomination

- Thoroughly read the guidelines and instructions prior to beginning the application.
- Complete the [nomination form](#).
- Mail a signed printed copy of the nomination form, along with any supporting materials, to the arts council by the deadline date.

Following the deadline, your nomination will be reviewed by the program director, who may contact you if clarification is needed.

## Program Timeline

Nomination deadline	Sept. 30, 2012, 4:30 p.m. Eastern time
Review of nominations by KAC committee	November 2012
Governor's approval of nomination	As soon as possible after committee makes its recommendation
Announcement of Poet Laureate	Jan. 1, 2013
Public presentation by Poet Laureate	April 24, 2013 – Kentucky Writers' Day

## Nomination Deadline

Nominations must be postmarked by 4:30 p.m. Eastern time Sept. 30, 2012\* or hand delivered to the Kentucky Arts Council Office no later than 4:30 p.m. on that date. The nomination and supporting materials must be: 1) officially postmarked by U.S. Postal Service, or 2) delivered by a shipping service (e.g., UPS, Federal Express, etc.) with a paid receipt on or before the deadline date, or 3) hand delivered to the arts council office no later than 4:30 p.m. on the deadline date. If the arts council does not receive the printed and signed nomination with supporting materials by the deadline date via one of the three delivery options above, your nomination will be considered ineligible.

**Packages dated with internal postage meters and nominations sent by FAX or e-mail will not be accepted. Please be aware that your post office may not automatically use a dated postmark. It is highly recommended that you request hand cancellation with the date included.**

Note: Due to postal regulations, all packages over 13 ounces must be given directly to a postal clerk at a post office, not dropped in a postal box.

\*If the nomination deadline falls on a Saturday, Sunday or state or federal holiday, the deadline date will be the following day that is not a Saturday, Sunday or a state or federal holiday.

## Appeals

There are no appeals in this category.

## For More Information

The arts council welcomes all questions regarding this program and nomination form. For more information on this program, contact:

Daniel J. Strauss  
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Kentucky Arts Council  
Toll free: 888-833-278, ext. 474  
E-mail: [dan.strauss@ky.gov](mailto:dan.strauss@ky.gov)

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Kentucky Arts Council  
21st Floor, Capital Plaza Tower  
500 Mero St.  
Frankfort, KY 40601-1987  
Send comments or questions to: [kyarts@ky.gov](mailto:kyarts@ky.gov)  
URL: <http://artscouncil.ky.gov>

## II. Instructions

### General Format Requirements

- All nominations must be prepared on a computer and/or typed.
- Use standard-size (8 1/2" x 11") white paper for all pages; single-sided only.
- Use minimum 11-point type. Standard fonts such as Times, Helvetica, Arial or Courier are recommended; decorative fonts will not be accepted.
- Use minimum one-inch margins on top, bottom, right and left sides of narrative pages.
- **Do Not** staple nominations or enclose them in folders or binders of any kind; use paper clips only.

### Section-by-Section Instructions

**Nominee Information.** This section is self-explanatory.

**Nominee Race/Ethnicity.** Please choose the one(s) that represent(s) the race/ethnicity of the nominee. Select ALL that apply.

**Nominator Information.** This section is self-explanatory.

### Supporting Materials

Detailed supporting materials are a valuable component of nominations. In addition to letters of recommendation, news clippings and published materials are an extremely important part of the nomination process.

Supporting materials will not be returned; do not send originals.